



## **Purchasing Environmental Report Calendar Year 2009**

### **Purpose:**

Purchasing encourages the use of recycled and/or green products and proactively seeks goods saving the environment. The City may give preference to products made of recycled materials or products protecting the environment. The following is a list of volunteer programs which were either initiated or maintained throughout 2009 by Purchasing. This list does not include areas which the City is required by laws or regulations to protect the environment and does not include areas in which the Solid Waste Department oversees.

### **New Programs:**

#### **1. Water Meters:**

Initiated an Invitation for Bid with a clause for recycling of used/non-repairable water meters. Badger Meter was awarded the contract which allows for the used/non-repairable water meters that are taken out of service to be stored at the City of Huntsville Service Center. Badger Meter supplies storage crates. When crate becomes full, Badger Meter will pick up and issue a credit to our account. Rebate is based on size of meter, which vary from 2.20 each to 110.00 each. Estimate 300 meters to be returned in a twelve-month period. Estimated cost benefit to City will be \$2,000 per year.

#### **2. Waste Oil:**

Canceled existing contract with vendor and awarded service to new vendor which allows for biodegradable cleaning fluid and earth friendly container. The cleaning fluid is used at the City of Huntsville Service Center Garage. This fluid can be reused, and when over the life of the fluid the product no longer meets its requirements, the fluid can be flushed directly into the drain. Estimated cost benefit to City will be \$1,000 per year.

#### **3. Lumber:**

At several auctions, we have sold pallets online. The monetary gain is placed in the general fund. Pallets from various departments are stacked and stored near the auction area, waiting for the next online auction. Previously, pallets were placed directly in dumpsters. Buyers resell pallets to various warehouses. Some pallets need to be rebuilt and this is accomplished by using multiple unusable pallets purchased to make good pallets. Estimated cost benefit to City - around \$100.00 per year.

#### **4. Toner:**

The City initiated a new contract for printer toner cartridges. The Invitation for Bid contains a clause allowing free shipping when the City returns empty cartridges. Program has been upgraded to allow for free shipping, and when we return in bulk, the City will be given a credit to our account. Additionally, this improves worker efficiency due to streamlining the toner return procedure. Have set up areas at the Service Center and City Hall for employees to drop off empty cartridges and made arrangements for bulk shipping. Estimated cost benefit to City - \$150.00 per year.

## 5. Office Supplies:

The City entered into a new contract with Office Depot for various office supplies and equipment. Office Depot is a member of the Forest Stewardship Council which actively promotes well-managed forests and controlled sources of recycled wood or fiber. For example, Office Depot brand of file folders are made with 30% post consumer content, with a savings of approximately \$2.00 per 100 over national brands. Estimated cost benefit to City is not tracked due to numerous items being purchased.

## On-Going Programs:

### 1. Metal:

Periodically deliver scrap metal products from job sites to local recycler. Metal parts include broken fire hydrants, copper piping, brass fittings, auto parts, and aluminum parts. Last year received approximately \$1,686.

### 2. Flex Fuel Vehicles:

Purchased five (5) police flex fuel vehicles in 2008-2009, bringing total flex fuel vehicles in City fleet to eleven (11).

### 3. Cleaning Supplies:

The City of Huntsville Warehouse added cleaning products which are EPA approved. The warehouse changed brands of paper towels to a more environmentally friendly brand. Researched cost comparison between paper towels vs. hand dryers, and to benefit City, continued with paper towels.

### 4. Auto Parts:

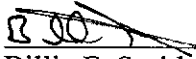
The City of Huntsville Warehouse stores auto tires, batteries, and brake pads for recycling. Used City tires are taken to the landfill and later shredded by a contracted tire recycler. Brake pads and other auto parts are stored and returned to contracted parts supplier. City receives credit on future invoices for returned parts. Batteries are stored and submitted to the recycler on "E-Recycle" days. Estimated cost benefit to City - \$1,500 per year.

### 5. Asphalt Cleaner:

Purchase PavePro asphalt solvent. This product is used by the Street Department to clean equipment; diesel fuel was used previously. The main ingredient is chicken fat - 100% natural and biodegradable. This product cleans equipment, and more importantly, protects the employees, with no additional costs for specialized application.

### 6. Paper Recycling:

Departments City-wide gather and store used paper products. The departments have recycle containers, which are periodically emptied at the recycling center. The typical products are: used copy paper, with ink printing; US mail, which has no value; magazines, pamphlets, brochures, etc., which have no value; and small packaging. Estimated cost benefit to City not tracked due to numerous items.

  
Billie F. Smith

1-26-2010

Date

  
Winston Duke

1-26-2010

Date